

**CITY OF WINTER GARDEN
DEVELOPMENT REVIEW COMMITTEE
MINUTES
MAY 12, 2010**

The Development Review Committee (*DRC*) of the City of Winter Garden, Florida, met in session on Wednesday, May 12, 2010 in the City Hall 3rd Floor Conference Room.

CALL TO ORDER

Community Development Director/Chairman Tim Wilson called the meeting to order at 9:00 a.m. The roll was called and a quorum was declared present.

PRESENT

Voting Members: Community Development Director/Chairman Tim Wilson, Assistant to the City Manager for Public Services Don Cochran, City Engineer Art Miller, and Building Official Harold (Skip) Lukert.

Others: Planning Consultant Ed Williams, City Attorney Kurt Ardaman, Assistant City Attorney Dan Langley, Assistant Director of Operations Mike Kelley, Community Relations Manager Andrea Vaughn, Principal Planner Bill Wharton, and Planning Technician Lorena Blankenship.

1. APPROVAL OF MINUTES

Approval of minutes from regular meeting held April 14, 2010.

Motion by City Engineer Miller to approve the above minutes. Seconded by Building Official Lukert, the motion carried unanimously 4-0.

DRC Business

2. Oaks at Brandy Lake PUD Amendment and Pre-Plat

John Townsend and Jeff Porter, applicants for the project were in attendance to discuss the Development Review Committee comments.

Comments included in the May 06, 2010, memorandum from the Development Review Committee were acknowledged and addressed. Discussion took place regarding **comment # 2:** *On April 5, 2010, the Developer held a community meeting with the existing residents of the Oaks at Brandy Lake. The residents had concerns regarding the mid-block transition from townhomes to detached single-family homes. As a condition of approval, the adjacent detached single-family lot (lot 44 on the pre-plat) shall be 2-stories and similar in architecture and mass to the adjacent townhomes.* Applicants acknowledged the condition. Discussion took place regarding **comment # 4:** *Prior to the Planning & Zoning Board and City Commission hearings, the Developer shall hold another community meeting with the residents to present the final PUD amendment and pre-plat.* The applicants stated that a community meeting has already been scheduled on May 24, 2010. Discussion took place regarding **comment # 5:** *Orange County Public Schools (OCPS) requires that the proposed changes be evaluated for school concurrency. Prior to the City Commission hearing, the Developer must provide the concurrency letter from OCPS. Please have the applicant coordinate with the City's Planning Department.* Applicants will coordinate with Planning Department and pay fee required by OCPS. Discussion took place regarding **comment # 6:** *Final construction plans shall show connections for water and sewer and any modifications that will be necessary to accommodate the new lot layout.* City Engineer Miller requested the applicant to provide drawings identifying details on water and sewer services. Mr. Miller also requested the applicants to submit the Final Plat with the Construction Plans after Commission approval of the Preliminary Plat and PUD Amendment.

Motion by City Engineer Miller to approve the PUD Amendment/Pre-Plat as shown, subject to all City Staff conditions (see attached), and place the item on the next available Planning and Zoning Board meeting. Seconded by Assistant to City Manager for Public Services Cochran, the motion carried unanimously 4-0.

ADJOURNMENT

There being no more business to discuss, the meeting was adjourned at 9:25 a.m.

APPROVED:

ATTEST:

Chairman Tim Wilson

Planning Technician Lorena Blankenship